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ABSTRACT

This report contains summaries of legally mandated and voluntary certification plans for public librarians in the United States based on information supplied by the various certifying state agencies or other appropriate sources in April 1979. Each plan is identified by the descriptive terms "mandatory" (certification required by law--23 states), "permissive" (certification sanctioned by state law, but not compulsory--2 states), or "voluntary" (certification with no legal basis, generally sponsored by a state library association--5 states). The remaining 20 states with no certification law or plan are also listed. (GL)

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CERTIFICATION OF PUBLIC LIBRARIANS

IN THE UNITED STATES

A detailed summary of legally mandated and voluntary certification plans for public librarians based on information supplied by the various certificating state agencies or other appropriate sources.

3rd edition

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Prepared by the Economic Status,
Welfare, & Fringe Benefits Committee,
Personnel Administration Section,
Library Administration & Management Association,
American Library Association

1979

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Descriptions of the classification plans for public libraries are based on information supplied by state agencies in April, 1979. Each plan is identified by the descriptive terms - mandatory, permissive, or voluntary, which are defined as follows:

Mandatory certification: certification required by law; specific penalties for failure to comply are included in the statutes and codes of some of the states.

Permissive certification: certification sanctioned by state law, but not compulsory.

Voluntary certification: certification having no legal basis, generally sponsored by a state library association.

States with no certification law or plan are also listed.

STATES BY CERTIFICATION CATEGORY

Mandatory Certification

Arizona	Massachusetts	Pennsylvania
Arkansas (Inactive)	Michigan	South Carolina
California	New Jersey	Tennessee (Inactive)
Georgia	New Mexico	Texas
Indiana	New York	Virginia
Kentucky	North Carolina	Washington
Louisiana	North Dakota (Inactive)	Wisconsin
Maryland	Ohio	

Permissive Certification

Connecticut	Montana (Inactive)

Voluntary Certification

Maine	South Dakota	Vermont
New Hampshire	Utah (Inactive)	

States With No Certification

Alabama	Illinois	Nevada
Alaska	Iowa	Oklahoma
Colorado	Kansas	Oregon
Delaware	Minnesota	Rhode Island
Florida	Mississippi	West Virginia
Hawaii	Missouri	Wyoming
Idaho	Nebraska	

ALABAMA

No certification law.

State Agency Comment: Certification is part of the Long Range Plan for Public Libraries

ALASKA

No certification law or plan.

ARIZONA Mandatory Law - Heads of County Libraries

Mandatory law in effect for head librarians of county libraries only.
Arizona Revised Statutes, 1956, Section 11-906, 908.

Certificating Agency: Board of Library Examiners consisting of the Director of the Department of Library & Archives as ex-officio chairman, the Librarian of the University of Arizona and the Librarian of the Phoenix Public Library.

Requirements: Applicants shall have a master's degree in library science together with one year of experience in a public library of recognized standing, or a bachelors degree conferred by an accredited college or university plus fifteen (15) hours of courses in library science and two (2) years of appropriate experience in a public library of recognized standing.

Validity: Holder of a certificate is eligible for the office of County Librarian.

State Agency Comment: No change contemplated.

ARKANSAS Mandatory Law (Inactive) - Heads of County Libraries

Mandatory law in effect for head librarians of county libraries only.
Arkansas Digest of Statutes, 1937, Vol. 1, Section 2632, 2633 as amended in 1949.

Certificating Agency: State Library Board consisting of the Librarian of the Arkansas Library Commission as ex-officio chairman, the President of the State Teachers College and the President of the State Library Association, ex-officio member.

Validity: Holder of a certificate is eligible for the office of County Librarian.

Personnel Standards: The head librarians of multi-county libraries are required to have a 4 year college degree plus 18 hours in undergraduate library science for single and two county units and the fifth year degree for the larger multi-county units.

State Agency Comment: In actuality there is no certification of librarians, since the law has never functioned. Scarcity of librarians and low salaries prevent its application.

CALIFORNIA Mandatory Law - Heads of County Libraries

Mandatory law in effect for head librarians of county libraries only.
California General Laws, 1927, Act 2750, Section 6 and 7.

Certificating Agency: Board of Library Examiners consisting of the State Librarian, ex-officio chairman, the Librarian of the Public library of the City and County of San Francisco, the Librarian of the Los Angeles Public Library, and the current President of the California Library Association. Board empowered to pass on the qualifications and adopt rules and regulations.

Certificate for Heads of County Libraries
Validity: For purpose of county librarian in any county of the state. Certificate is valid for 5 years. It may be renewed upon application and showing of satisfactory experience as a county librarian in the state at the time or within one year of expiration.

Requirements: (a) Have graduated from a four year school of collegiate level and hold a bachelor's degree.
(b) Have fulfilled one of the following requirements:
(1) Graduation from a graduate library school program accredited by the ALA;
or
(2) Have completed a program of at least twenty-four (24) graduate units in library science;
or
(3) Have the equivalent of (b) (2).
(c) Have completed three full years of acceptable experience in library work of a professional nature, at least one year of which experience must have been of an administrative character.
(d) Have passed the prescribed written examination for said certificate.
(e) Have passed the prescribed oral examination.
(f) Must otherwise not be unable to qualify for the office of county librarian.

CALIFORNIA Voluntary Registration - All who Meet Qualifications

Voluntary registration of librarians, California Education Code, Section 21000, adopted 1977.

Registration Agency: Same as Certificating Agency above.

Voluntary Registration
Validity: Only a person enrolled on the register may be known as a registered librarian. Registration expires after 5 years and may be renewed upon application.

CALIFORNIA Voluntary Registration - All who Meet Qualifications - CONT.

Requirements: (a) Have graduated from a four-year school of collegiate level and hold a bachelor's degree.

(b) Have fulfilled one of the following requirements:

(1) Graduation from a graduate library school program accredited by the ALA;

or

(2) Hold a graduate degree in library science and have completed a program of at least twenty-four (24) graduate units in library science;

or

(3) Have the equivalent of (b) (2);

or

(4) Have completed at least one year of graduate study and hold a California credential based on professional preparation in librarianship authorizing service in the public schools as librarian;

or

(5) Have the equivalent of (b) (4);

(c) Have furnished evidence of identity.

State Agency Comment: The voluntary registration provision has never been funded by the Legislature and has not been implemented.

COLORADO

No certification law or plan for public or institutional libraries.

Personnel Standards: State Civil Service requires that librarians in state service have a fifth year library degree plus experience for other than the first grade.

Public libraries receiving state grants in aid are required to employ librarians with a fifth year of training or with experience in library work. Those without the degree are required "to upgrade their educational qualifications on a regular basis."

CONNECTICUT — Permissive Plan (active) - Head Librarians of Public Libraries

Permissive plan is authorized by statute and carried out under rules and regulations of State Library Board.

Connecticut General Statutes, 1978 Revision, Section 11-26, and Administrative Regulations of the State Library Board, Section 11-26-1 through 11-26-6, effective December 16, 1971.

Certificating Agency: State Library Board.

Grades of Certificates Issued:

(a) Grade IA-Issued to applicants with two years of academic education in an accredited college or university, or one year employment in library work; and completion of at least eight semester hours in library education, or equivalent attendance at workshops designated by the State Library Board.

(b) Grade IB-Issued to applicants with two years of academic education in an accredited college or university and three years of employment in library work and completion of at least fifteen semester hours in library education or equivalent attendance at workshops designated by the State Library Board.

(c) Grade II-Issued to graduates of an accredited college or university with at least fifteen semester hours in library education, and at least one year of library experience or equivalent attendance at workshops designated by the State Library Board.

(d) Grade IIIA-Issued to graduates of an accredited college or university, with one year of library education and holding a master's or fifth-year degree from a library school.

(e) Grade IIIB-Issued to graduates of an accredited college or university, with one year of library education, a master's or fifth-year degree from a library school, and one year's library experience.

(f) Grade IIIC-Issued to graduates of an accredited college or university, with one year of library education, a master's or fifth-year degree from a library school, and three years of library experience including at least one year of administrative experience.

(g) Grade IIID-Issued to graduates of an accredited college or university with a master's or fifth-year degree from an A.L.A.-accredited library school and six years of library experience including at least three years of administrative experience.

Recognition of Additional Education or Experience: Whenever a librarian holding a certificate less than the highest certificate in that grade (denoted by letter A, B, or C) shall have completed the experience requirements for any higher grade, the Board, upon request and satisfactory evidence of such completion, shall issue a new certificate. Whenever a librarian holding a Grade I or II certificate shall have completed the requirements for a Grade II or III certificate, respectively, the Board, upon request and satisfactory evidence of such completion, shall issue a new certificate.

Certification by Examination: Whenever any applicant for a librarian's certificate in Grade I or II does not have the academic training prescribed for such grade, the Board may issue to said applicant a certificate of appropriate grade when it satisfies itself by examination that the applicant has attainments substantially the equivalent of such prescribed education and training and that all other conditions are met.

Temporary Certificates: The Board may issue to any person who has the required academic and library training qualifications, but lacks the required library experience, a temporary certificate to engage in certain library work for a period not to exceed one year. This certificate may not be renewed.

Appeal: If a request for a certificate is rejected, the applicant may submit a written request for a hearing before the Board within ten days after he receives notification of the rejection. The Board shall hold such hearing within sixty days after receiving the request.

Statement of Purpose: The program of certification of head librarians is intended to provide library trustees and librarians with a means to improve library service to their communities; and to aid the individual librarian in increasing his professional qualification and, by so doing, to provide the opportunity for better remuneration for himself. Both librarians and trustees have indicated an interest in having such a program instituted.

State Agency Comment: Although intended for certification of Head Librarians of various rankings that reflect various degrees of preparation and experience, as guides for the hiring of such Head Librarians, the actual experience has induced many librarians who seem not to be aspiring to become "Head," but rather seek a certificate as a sort of status symbol. Issuing of certificates currently averages about one in one to two weeks.

DELAWARE

No certification law or plan.

FLORIDA

No certification plan.

State Agency Comment: In order for any county library system to be eligible to receive Federal and State funds, the system must be centrally administered by a professional librarian who "shall have completed a library school program accredited by the American Library Association and shall have had at least two years of successful, full time paid library experience, which shall have been in a public library unit open to the public at least 40 hours a week." This requirement is legally mandated by 257.14 FS. Law Implemented 257.15FS. History-Amended 10-7-68, Repromulgated 1-1-75.

GEORGIA Mandatory Law - Public and Institutional Libraries

Mandatory law in effect for professional positions in all public libraries serving a population of over 5,000 and in every library operated by the State or its authority, including libraries of institutions of higher learning. No public funds may be paid to any library failing to comply. Exempted are law libraries of counties and/or cities and libraries of public elementary and high school. Georgia Laws, 1937, p. 245.

Certificating Agency: State Board for the Certification of Librarians consisting of 5 persons, 4 of whom shall be appointed by the Governor from a list of 7 nominated by the Executive Board of the Georgia Library Association. The other member is the Executive Secretary of the Georgia Library Commission who serves ex-officio.

Grades of Certificates Issued:

1. Temporary Certificate for Library Clerks
   Validity: For positions in which work is done under the supervision of a professional librarian. Certificates are granted for 1 year or part of a year ending June 30th, and may be renewed at the discretion of the Board.
   Requirements: Graduation from high school.

2. Librarian's Semi-Professional Certificate
   Validity: For positions involving duties of a semi-professional nature provided the work is done under the supervision of a full-time professional librarian.
   Requirements: Graduation from a 4-year college of recognized standing, including or supplemented by LESS than 12 semester hours in a planned program of library science taken at an institution approved by a state or regional accrediting agency.

   (a) Librarian's Provisional Semi-Professional Certificate
   Validity: Same as 2 above but expires in 2 years.
   Requirements: Graduation from a 4-year college of recognized standing, including or supplemented by LESS than 12 semester hours in a planned program of library science taken at an institution approved by a state or regional accrediting agency.

3. Librarian's Professional Undergraduate Certificate
   Validity: For positions involving duties of a professional nature.
   Requirements: Graduation from a library school accredited by the ALA whose curriculum provides a year of library science in the 4-year college curriculum.

4. Librarian's Provisional Graduate Certificate

Validity: For positions involving duties of a professional nature. Valid for 5 years and may be renewed once.

Requirements: Possession of or eligibility for a Librarian's Semi-Professional Certificate or Undergraduate Certificate, and completion of at least 10 semester hours credit in library science from a library school accredited by ALA whose curriculum is on the graduate level.

5. Librarian's Professional Graduate Certificate

Validity: For any professional position.

Requirements: (a) Bachelor's degree in library science from a library school accredited by ALA whose curriculum represents a 5th year or more of work on the college level: or

(b) Master's degree in library science from a library school accredited by ALA; or

(c) possession of a librarian's certificate from another state which requires standards equal to those of Georgia; or

(d) credentials which satisfy the Certification Board that attainments and abilities of the applicant are equivalent to those of a person who is a graduate of a library school accredited by ALA, as described in (a) or (b) above, and that he is competent to perform professional library work ably and efficiently.

6. Librarian's Advanced Graduate Certificate

Validity: For any professional position.

Requirements: Granted to persons who have taken a sixth year of training at a library school accredited by the American Library Association.

State Agency Comment: Shortage in trained personnel makes for difficulties.

HAWAII

No certification law or plan for public or institutional libraries.

State Agency Comment: State Civil Service applies to public librarians and "all professional positions require graduation from an accredited library school with no equivalents." University librarians are exempt from Civil Service.

IDAHO

No certification law or plan.

ILLINOIS

No certification law or plan for public or institutional libraries.

INDIANA — Mandatory Law - Heads of Public & Institutional Libraries and Comparable Positions

Mandatory law in effect for heads of public and institutional libraries and comparable positions. Libraries of education institutions, including school libraries, are exempt.

Indiana Acts, 1941, Chapter 195, p. 591-596, IC 1971, 20-13-8; Official Rules & Regulations 1974.

Certificating Agency: Library Certification Board consisting of the Director of the State Library and 2 additional members appointed by the Governor on the recommendation respectively of the Indiana Library Association and the Indiana Library Trustees' Association.

Grades of Certificates Issued:

Librarian I

Validity: Required minimum grade of certificate for head librarians of libraries serving a population greater than 150,000, and for other comparable professional positions as determined by the Certification Board.

Requirements:

Without Examination - Graduation from an accredited college or university, 1 year of accredited library education, and 10 years of library experience or 6 years of library experience including at least 3 years of administrative experience after obtaining eligibility for a Librarian III certificate.

Librarian II

Validity: Requirements minimum grade of certificate for head librarians of libraries serving a population of 25,001 to 150,000 and for other comparable professional positions as determined by the Certification Board.

Requirements:

Without Examination - Graduation from an accredited college or university; 1 year of accredited library education, and 3 years of library experience after obtaining eligibility for a Librarian III certificate.

Librarian III

Validity: Required minimum grade of certificate for head librarians of libraries serving a population of 10,001 to 25,000, and for other comparable professional positions as determined by the Certification Board.

Requirements:

Without Examination - Graduation from an accredited college or university, and 1 year of accredited library education.

By Examination - Only those shall be eligible to take this examination who (a) Have graduated from an accredited college or university and (b) have had Intermediate Library Education (at least 15 semester hours or 20 quarter hours) and in lieu thereof hold the Certificate of Librarian IV; and (c) have had 4 years of creditable experience (experience acquired after having attained eligibility for the Librarian V certificate). The experience requirement is waived for persons who have a masters degree in library science from a non-accredited graduate school.

Librarian IV

Validity: Required minimum grade of certificate for head librarians of libraries serving a population of 5,001 to 10,000, and for other comparable professional positions as determined by the Certification Board.

Requirements:

Without Examination - Graduation from an accredited college or university, and at least 15 semester hours or 20 quarter hours of approved undergraduate library education .

By Examination - Only those shall be eligible to take this examination who (a) have a Bachelor's degree from an accredited college or university, and (b) have had Minimum Library Education (at least 9 semester hours or 12 quarter hours) or in lieu thereof, hold the Certificate of Librarian V; and (c) have had 2 years of creditable experience (experience acquired after having attained eligibility for the Librarian V certificate).

Librarian V

Validity: Required minimum grade of certificate for head librarians of libraries serving a population of less than 5,000, and for other comparable professional positions as determined by the Certification Board.

Requirements:

Without Examination - Two years of academic education in an accredited college or university or equivalent plus at least 8 semester hours or 12 quarter hours of approved undergraduate library education.

By Examination: - Only those shall be eligible to take this examination who (a) have had 2 years of academic education in an accredited college or university, or who present proof of equivalence of such education; and (b) present evidence that they have had, or will have before issuance of a certificate, at least 2 years of library experience which can be accepted as contributing to a knowledge and understanding of library work.

Definitions:
The Rules and Regulations which supplement the Indiana Certification law contain 3 pages of detailed definitions of various terms employed in the summary above. Only a few, representing those essential to an understanding of the plan, are here reproduced.

"Accredited library education" is defined as completion of at least 1 year of professional study on the graduate level taken in an accredited library school and validated by a diploma or certificate.

"Approved library education" is defined as elementary instruction in library science taken, after 2 years of academic college work, in an institution approved to give such undergraduate library instruction.

"Intermediate library education" is defined as 15 semester or 20 quarter hours of approved library science education in 5 areas of study: namely, selection and evaluation of media, cataloging and organization of materials, public library administration, reference and information sources, and children's materials.

"Minimum library education" is defined as 9 semester or 12 quarter hours of approved library science education in: selection and evaluation of library materials, reference and information sources, and public library administration.

IOWA

No certification law or plan.

KANSAS

No certification law or plan.

KENTUCKY Mandatory Law - Public and Institutional Libraries

Mandatory law in effect for full-time professional positions in public libraries and all other libraries supported in whole or in part by public funds except county law libraries, law libraries, law and legislative libraries, public school libraries, and libraries in cities, or other governmental units having a population of less than 3,000. The Board is also authorized to issue certificates to qualified persons who are employed in libraries not supported from public funds. School librarians must be certified by the Department of Education.

Kentucky Revised Statutes, Title XIV, chapter 171.

Certificates of librarianship shall be available on a voluntary basis to all librarians employed in libraries of the state which do not come under the purview of Kentucky Revised Statutes 171.230 to 171.300. Such voluntary certification shall be in accordance with the principles and procedures that apply to required certification as set forth by statutes and by regulation.

Certificating Agency: In the Department of Library & Archives there shall be a state board for the certification of librarians, composed of the director of the Department of Library & Archives (ex-officio) and five members appointed by the governor from a list submitted by the board of directors of the Kentucky Library Association. Two members shall be full-time professional librarians in active public library work, two shall be public library trustees and one shall be a professional librarian from a department or school of library science in a state university.

Types of Certificates Issued: The board shall grant certificates of librarianship to applicants who are graduates of library schools approved by the board and shall grant certificates to other applicants when it has satisfied itself that the applicant is qualified for library work. Certificates are issued with minimum requirements in respect to academic and professional education and work experience.

Requirements for the Professional Certificate:

1. An AB or BS degree from a regionally accredited college or university with at least 21 semester hours in library science. These library science hours may be included in the required number of hours necessary for the degree or in addition to them.
   or
2. A passing score on an examination approved by the State Board for the Certification of Librarians, to be administered annually, in the spring, until July 1, 1980. After July 1, 1980, the examination will be discontinued.

The purpose of this examination is to provide an opportunity for Professional Certification to those individuals now serving as head librarian in a county library who have not had the opportunity to fulfill the educational requirements for a Professional Certificate. The examination will be offered once a year for five years, after which time a degree and 21 hours of library science will be mandatory for new applicants for a Professional Certificate. Requests to take the examination from applicants other than those currently employed as head librarian of a county library should be addressed to the State Board for the Certification of Librarians for review. All such applicants should be presently employed as professional public librarians.

The Professional Certificate is valid for five years.

Requirements for the Library Experience Certificate:

1. A high school diploma or G.E.D. equivalency.

2. 15 hours in library science.

   or

   12 hours in library science and 3 hours in a related field of study.

   or

   5 library science workshops of at least 2 weeks duration which are approved by the State Board for the Certification of Librarians.

One series of 10 1-day workshops may be substituted for one 2-week workshop credit.

The Library Experience Certificate is valid for three years.

The Temporary Certificate is issued on a year-to-year basis to those obtaining the needed hours in Library Science to qualify for the Library Experience or Professional Certificate.

State Agency Comment: There are limitations to the effectiveness of the law due to the shortage of trained librarians.

LOUISIANA Mandatory Law - Heads of Public Libraries

Mandatory law in effect for head librarians in city or parish libraries. Louisiana Acts, 1926, No. 36, Section 12, R.S. Title 25, Section 222, and Home Rule Charter for the City of New Orleans, 1954.

Certificating Agency: State Board of Library Examiners composed of 3 members, all of whom must be experienced and trained librarians, appointed by the Louisiana State Library Board of Commissioners.

Types of Certificates Issued:

Executive Certificate

Validity: For Head Librarian position in any library to which the law applies. Certificate is issued for 5 years, and is renewable if the holder is serving in a satisfactory manner in an executive position in a city or parish library.

Requirements:

Bachelor's degree, and either a second bachelor's degree, as a B.S. in L.S., or a master's degree with at least one academic year of library science from a library school program accredited by the ALA. Three years of executive experience in a public library of recognized standing, after receiving the library science degree. Candidates must attain a grade of at least 75 on an examination covering the following aspects of public library service:

1. Library organization and administration
2. Library budgets and financial operation
3. Standards for library service
4. Louisiana Library Law
5. Current status of library development in Louisiana

Temporary Certificate

Validity: Issued for Head Librarian positions only in emergencies. It is expected that holders of the Temporary Certificate will qualify for the Executive Certificate within 3 years.

Requirements:

Qualifications same as for the Executive Certificate except that no executive experience is required.

MAINE Voluntary Certification for Librarians-in-Charge of Public Libraries

The program of voluntary certification of librarians-in-charge is intended to provide library trustees, librarians and municipal officials with a means to improve library service to their communities, and to aid and encourage individual librarians to increase their professional qualifications, and to afford themselves opportunity for greater remuneration. Librarians, trustees and municipal officials have indicated an interest in having such a program instituted.

Certificating Agency: The Board of Certification of the Maine Library Association shall consist of five (5) elected members, two (2) elected alternates and the president of the Maine Library Association as a non-voting ex-officio member. The members of the Board shall be members of the Maine Library Association and shall be elected for a three (3) year term. A vacancy on the Board shall occur when a member moves from the state of Maine, and/or resigns. This position shall be filled for the length of the unexpired term at the next regular meeting of the Maine Library Association. In the event of a member's absence from a meeting of the Board, an alternate shall serve and shall be entitled to a vote. At all other times, alternates shall serve as non-voting members. One member shall be elected each year for a three(3) year term except, as noted above, when a vacancy is filled. Alternates shall be elected as required and in no case shall serve more than three (3) years as an alternate.

Upon application and following approval of credentials, the Board will issue certificates to librarians desiring to be certified for a position as librarian-in-charge of a public library.

Librarians-in-charge in service on the date of ratification of this document shall be entitled to receive, without Board review, a certificate for the position then held if application is made within six (6) months of said date.

Applications for certificates as librarian-in-charge shall be executed on forms furnished by and filed with Richard Arnold, Maine State Library Development Services, Maine State Library, Cultural Building, Augusta, Maine 04333. They shall be accompanied by a fee of three dollars ($3.00). These funds shall be used to help defray costs of printing, correspondence, etc.

Certificates will be issued for a period of five (5) years for the grades and in accordance with the procedures listed which constitute the minimum requirements for certification for librarian-in-charge.

Certificates may be renewed for successive five (5) year periods upon reasonable evidence of continuing professional service and growth.

Types of Certificates Issued:

Grade I.

Issued to applicants with a high school diploma, at least six (6) credit hours of library education or equivalent attendance at workshops designated by the Board, and at least one (1) year of recent library experience.

Required minimum grade of certification for a librarian-in-charge serving a population area of 1 to 2,999.

Grade IIA.

Issued to applicants with a high school diploma, nine (9) credit hours in library education or equivalent attendance at workshops designated by the Board, and six (6) years of recent library experience including some administrative experience.

Required minimum grade of certification for a librarian-in-charge serving a population area of 3,000 to 4,999.

Grade IIB.

Issued to applicants with two (2) years of academic education in a college or university, twelve (12) credit hours in library education or equivalent attendance at workshops designated by the Board, and three (3) years of recent library experience.

Required minimum for advanced grade of certificate for a librarian-in-charge serving a population area of 3,000 to 4,999.

Grade IIC.

Issued to applicants who are graduates of a college or university with at least twelve (12) credit hours in library education or equivalent attendance at workshops designated by the Board, and at least two (2) years of recent library experience.

Required minimum for more advanced grade of certificate for a librarian-in-charge serving a population area of 3,000 to 4,999.

Grade III

Issued to applicants who are graduates of a college or university with at least fifteen (15) credit hours in library education or equivalent attendance at workshops designated by the Board, and a minimum of two (2) years recent library experience.

Required minimum grade of certification for a librarian-in-charge serving a population area of 5,000 to 9,999.

Grade IV

Issued to applicants with a master's or fifth year degree from a library school approved by the Board and at least three (3) years of recent library experience including at least one (1) year of administrative experience.

Required minimum grade of certification for a librarian-in-charge serving a population area of 10,000 to 24,999.

Grade V

Issued to applicants with a master's or fifth year degree from a library school approved by the Board and at least six (6) years of recent library experience including at least three (3) years of administrative experience.

Required minimum grade of certification for a librarian-in-charge serving a population area 25,000 or over.

Whenever a librarian-in-charge shall have completed the education and/or experience requirements for any higher grade, the Board, upon request and satisfactory evidence of such completion, shall issue a new five (5) year certificate.

Whenever any applicant for a certificate does not have the stated qualifications for such grade, the Board may issue to said applicant a certificate of appropriate grade when it satisfies itself that the applicant has attainments substantially the equivalent of the stated qualifications for the trade for which application is made. The Board will satisfy itself through the following procedures: (a) by a personal interview, (b) by documentation of experience and (c) by at least three references.

If a request for a certificate is rejected, the applicant may submit a written request for a hearing before the Board within thirty (30) days after receipt of notification of the rejection. The Board shall hold such hearing within sixty (60) days after receiving the request.

MARYLAND Mandatory Law - Professional Positions in County Libraries

Mandatory law in effect for all professional positions in county libraries except that persons occupying professional positions on January 1, 1945, in county libraries are considered as having met the standards set up by the State Board of Education for the appropriate certificate.
Annotated Code of Maryland, 1957, Article 77.

Certificating Agency: State Board of Education.

Types of Certificates Issued:

County Library Administrator
County Librarian of Special Services
County Branch Librarian
Library Assistant
Validity: For professional positions in county libraries as indicated by titles of certificates. Certificates are valid for 3 years and may be renewed for 4 years, then for 6-year periods, upon evidence of successful experience and professional spirit.
Requirements:
Graduation from a college approved for the training of librarians by the American Library Association or by the Maryland State Board of Education, provided the applicant has completed a full year or 30 semester hours in library science; and tentative appointment to a position for which the particular certificate is required.

Emergency Certificate
Validity: For professional positions in county libraries when persons qualified to hold regular certificates are not available to fill vacancies. Emergency Certificates are valid only for the period in which the emergency condition prevails.
Requirements:
Graduation from an approved college, and completion of at least 6 semester hours in library science. The applicant must also present a program for qualifying within 6 years for a regular certificate.

MASSACHUSETTS Mandatory Law - Heads of Municipal Libraries

Certification is required of the library director, chief librarian, or librarian-in-charge in a city or town as a prerequisite to receive direct state aid to public libraries. The law does not limit the certification process to full-time employees; therefore applications for certification of part-time employees will be accepted. The law does not limit the certification process to employees of municipal libraries. Applications from persons employed in all types of libraries will be accepted and processed. Massachusetts General Laws, 1948, Chapter 78, Section 22-31.

Certificating Agency: Board of Library Commissioners, consisting of nine members appointed by the Governor. The Board appoints a committee of professional librarians participating in the Commonwealth to advise with it concerning certification.

Types of Certificates Issued:

Professional Certificate

Validity: Certifies the holder as a professional librarian qualified by education, training or study and experience to practice library work in a position requiring knowledge of books and of library aims and techniques equivalent to that attained through graduation from a library school accredited by the American Library Association.

Requirements:
(1) Graduation with a degree from a library school accredited by the American Library Association; or
(2) the passing of an examination which, with due consideration of education, professional training, practical experience and demonstrated ability, shall satisfy the Board that the candidate is qualified to perform professional work; or
(3) Possession of an unexpired certificate issued by the proper authority in any state other than this Commonwealth in which the requirements for certification are satisfactory to the Board.

The transcript of the college and library school record of a candidate for professional certification need not be presented, provided a certified statement of graduation with a degree is submitted by the proper authority. A certificate of completion of courses in a library school program is not to be regarded as the equivalent of graduation with a degree. Graduation with a degree from a library school accredited by the American Library Association at the time of graduation qualifies an applicant for a certificate of professional librarianship without examination, even though said library school may not be included in the current listing of American Library Association accredited library schools. Any graduate with a degree from a library school

accredited by the American Library Association at the time of application for a certificate of professional librarianship qualifies without examination. Correspondence courses will not be accepted as a basis for professional examination. There will be no provisional certification of professional librarians. Library employees who cannot meet the requirements for professional certification have the alternative of applying for a sub-professional certificate.

Prerequisites for the professional certification examination

(a) General Education: Graduation from a four-year college accredited by a regional accrediting agency recognized by the National Commission on Accrediting. The Board may also admit to these examinations graduates of overseas college and university programs deemed equivalent to accredited four-year programs in the United States.

(b) Professional Education: Completion of 18 semester hours of library science courses from an institution accredited by a regional accrediting agency recognized by the National Commission on Accrediting. A candidate shall submit evidence of having completed courses in:

(1) Cataloging and classification;

(2) Reference methods, materials, and use;

(3) Additional courses aimed at orienting students in library service and developing library skills; for example, subject bibliography; material selection; and literature and/or services for children, young adults, or adults; media; and information science. For persons who apply after January 1, 1979, these courses must be taken from a four-year institution accredited by a regional accrediting agency recognized by the National Commission on Accrediting.

(c) Experience: Minimum of three years experience of a professional nature in public, school, academic, or special libraries where the candidate's responsibilities and duties indicate, in the opinion of the employer, an ability to perform those described for "Librarian" in the Guide to the Employment of Professional and Sub-Professional Personnel in Massachusetts Public Libraries. (Boston: Massachusetts Bureau of Library Extension, 1972) page 7.

Examinations will be prepared and evaluated by an out-of-state examiner appointed by the Board of Library Commissioners. Examinations will be held semi-annually if there are applicants for examination. The Board of Library Commissioners reserves the right to postpone any announced examination if fewer than six examination candidates are scheduled to appear or when funds are not available to meet the expense of retaining an examiner.

The Board will supply prospective certification examiners with:
(1) application forms; (2) a general information sheet on the certification by examination program; and (3) a suggested reading list. The certification examination shall consist of both essay type and objective questions. Candidates

must obtain a passing grade in both sections. For the objective portion of the examination, the passing mark shall be 70 on a scale of 100; for the essay portion, the passing point need not be an arithmetic percentage but may be set by the examiner at a predetermined mark which in the judgement of the Board of Library Commissioners meets the minimum requirements for certification as a professional librarian.

Sub-Professional Certificate

Validity: Certifies holder as qualified through an elementary knowledge of library techniques to engage in the necessary library routines involved in the acquiring and circulation of books, but not qualified as a professional librarian.

Any graduate with an Associate in Arts or Science degree from an institution whose two-year program meets the American Library Association Criteria for Programs to Prepare Library/Media Technical Assistants qualifies immediately for a sub-professional certificate. The transcript of the candidate's record need not be presented, provided a certified statement of completion of the Library Technology program is submitted by the proper authority.

Requirements:

(1) Graduate with an Associate in Arts or Science degree in the aforementioned program is eligible provided a certified statement of completion of the Library Technology program is submitted by the proper authority; or

(2) Library personnel performing satisfactorily for six months qualify upon receipt by the Board of a validating statement from the head librarian or local library employing authority.

Provisional sub-professional certificates with a six-month termination date may be issued to persons whose head librarian or local library employing authority files a statement that the position requires: (1) an elementary knowledge of library techniques and (2) the holding of a subprofessional certificate. At the end of the six-month period, and upon receipt by the Board of a validating statement from the head librarian or local employing authority that the staff member has acquired an elementary knowledge of library techniques, the provisional sub-professional certificate may be exchanged for a permanent sub-professional certificate.

Certificates are valid for the life of the person certified, unless suspended or revoked for due cause.

Fees: The certificate fee is $6.00. Checks or money orders for same must be made payable to the Commonwealth of Massachusetts. Replacement certificates are issued, upon request and payment of the $2.00 fee, to certificate holders who report that the original certificate was lost or destroyed, or to those who have changed their name.

Hearings: Upon application the Board will provide for hearings in the case of applicants whose requests for certificates have been refused, or whose certificates have been suspended or revoked. Such hearings will be conducted in accordance with the Board's Regulations for the Conduct of Adjudiciary Proceedings as adopted and filed in the Director's Office and with the Secretary of State and State Commissioner of Administration and Finance.

Note: Massachusetts General Laws, 1970, Chapter 31, section 5 exempts from the Civil Service Law: (1) professional and sub-professional librarians whose duties require that they have certificates issued by the Board of Library Commissioners and (2) pages employed in libraries on a part-time or intermittent basis; i.e., day or evening students of high school or college. The classification of library positions as sub-professional and professional, and the establishment of local requirements for both grades of library personnel, rest with the local library employing authority.

MICHIGAN Mandatory Law - Professional Positions in Public Libraries

The State Board of Education is authorized by law to set standards for library systems and public libraries and to issue certificates to library employees. The Michigan Compiled Laws and Michigan Administrative Code contain specific authorization for the application of these standards to the distribution of state aid grants. Mandatory law in effect for all professional positions in public libraries. Michigan Public Acts 1937, 106; 1964, 59 and 287; 1965, 286 and 380.

Certificating Agency: State Board for Libraries consisting of 5 members appointed by the Governor with the advice and consent of the Senate. The State Librarian is Secretary of the Board.

Types of Certificates Issued:

Librarian's Permanent Professional Certificate

Requirements:

1) A bachelor's degree from an accredited college or university,
2) master's degree or its equivalent from a library school accredited by the ALA,
3) four years of satisfactory professional experience in a library or libraries approved by the Michigan Department of Education after completion of the education requirements in subdivisions 1 and 2.

Librarian's Professional Certificate shall be granted, valid for four years, to a person who meets the qualifications stated in 1 and 2 above. This may be exchanged for a librarian's permanent professional certificate as soon as the experience requirement is met.

Special Professional Certificate
shall be granted to a person having a master's degree in a special subject field, other than library science, and employed in a professional capacity in a public library.

Librarian's Limited Certificate
shall be granted to a person who is employed in a Michigan public library and who is:

A college graduate with 24 semester hours of library science (major or its equivalent),
or
A college graduate enrolled in a library school accredited by the ALA.

Limited Professional Certificate
shall be granted to a person who is a college graduate with a major (24 semester hours) in a subject field, and is employed in a Michigan public library.

Library Technician's Certificate
shall be granted to a person upon completion of a two-year library technician curriculum at an institution approved by the Michigan Department of Education.

Certificate of Library Experience
shall be granted, valid for three years, to a person who has graduated from high school and successfully completed one library workshop, or has equivalent training approved by the Michigan Department of Education, within two years after his appointment. This may be reissued by the Michigan Department of Education upon submission of evidence of continuing growth through academic courses, institutes or other in-service education.

Personnel Standards for Library Systems:

I. A library system serving 100,000 population or more shall have:
   a. A head librarian with a librarian's permanent professional certificate and at least one year of administrative experience.

   b. A professional staff including the head librarian, of at least ten members. It is recommended that the professional staff include at least one professional librarian having either the librarian's permanent professional or librarian's professional certificate, in charge of each service area; as, Reference and Research, Information and Advisory Services for Adults, Extension Services; a professional librarian in charge of each service point having a population of 10,000 or over; or one professional for each 10,000 population served. Any professional staff giving service by contract shall be equated as part of the minimum personnel. Not more than 50% of the professional staff may hold librarian's limited certificates, professional limited certificates or special professional certificates.

II. A library system serving at least 50,000 population with an area density under 35 per square mile shall have:
   a. A head librarian with a librarian's permanent professional certificate.

   b. A professional staff, including the head librarian, of at least five members. It is recommended that one professional librarian be in charge of each service area. Professional staff giving service by contract shall be equated as part of the minimum personnel. At least three out of five members of the total professional staff shall be graduate professional librarians. Not more than 40% of the professional staff may hold librarian's limited certificates, professional limited certificates or special professional certificates.

III. A provisional library system serving a population less than 100,000 with a density over 35 persons per square mile shall meet personnel standards under Item II and have plans for reaching personnel standards described in Item I listed above.

IV. A provisional library system serving a population less than 50,000 with a density under 35 persons per square mile shall have plans to reach the personnel standards described in Item II above.

Personnel Standards for Unaffiliated Libraries:

Class I - Population Served less than 3,000

1. Staff - One paid worker, who shall be at least a high school graduate, holding a certificate of library experience or a library technician's certificate, on duty at all service hours, except during vacation or sick leave.

Class II - Population Served 3,000 - 4,999

1. Staff - Head Librarian holding a certificate of library experience or a library technician's certificate, preferably with two years of college education, employed as a full-time worker.

Class III - Population Served 5,000 - 12,999

1. Staff - Head librarian having at least a bachelor's degree with a major in library science, eligible for or holding a librarian's limited certificate, and one assistant holding a certificate of library experience or a library technician's certificate.

Class IV - Population Served 13,000 - 24,999

1. Staff - Head librarian holding a librarian's professional certificate and one assistant holding a librarian's limited certificate.

Class V - Population Served 25,000 or over

1. Staff - Head librarian holding a librarian's permanent professional certificate and one professional staff member for each 10,000 population in the service area. Not more than 50% of the professional staff may hold special professional certificates.

MINNESOTA

No certification law or plan in effect for public or institutional libraries.

State Agency Comment: Under Temporary Rules in effect until August 20, 1979, and currently in process for becoming a permanent rule, the Director of a regional public library system must have a Master's Degree from an ALA accredited library school and 2 years of public library administrative experience as one of the requirements for the system to receive State or Federal aid.

MISSISSIPPI

No certification law in effect for public libraries.

State Agency Comment: There is to some extent voluntary certification in that in order to qualify for the state library agency's permanent personnel grants program, libraries are requiring that new employees meet the educational requirements set up by the Mississippi Library Commission and the Mississippi Library Association.

MISSOURI

No certification law or plan.

MONTANA Permissive Plan (Inactive) - Public Libraries

Permissive certification for public library personnel. The State Library Commission is empowered to act as a state board of professional standards and library examiners and develop standards for public libraries and adopt rules and regulations for the certification of librarians. The Commission has not exercised its power to adopt rules and regulations for certification, although it has adopted standards for libraries, shown below.

Certificating Agency: State Library Extension Commission serves as State Board of Library Examiners; consists of the Librarian of the State University, the State Superintendent of Public Instruction, and 3 other members appointed by the Governor.

Personnel Standards for Libraries:

Position Classification: Library positions should be clearly defined and differentiated in terms of requirements, duties, and responsibilities. Each library should have a position classification plan, grouping similar positions for equitable personnel administration.

Written Personnel Policies: In addition to the position classification plan, each library should have written personnel policies which provide for:

(a) Appointments, promotions, and dismissal of personnel in libraries on the basis of merit, without regard to race, sex, marital status, national origin, political opinions, or religious beliefs.
(b) A specified probationary period for new employees, and periodic performance evaluation for all staff members.
(c) Benefits, such as vacation and sick leave allowances, retirement, health and life insurance.
(d) Leaves of absence, with pay and travel allowance, for attendance at professional meetings, institutes, and workshops.

Salaries:

(a) Salaries for all staff members should reflect their responsibility within the library, or federation and be competitive:
    (1) Within the community for those positions normally filled locally, and
    (2) Nationally, for those positions for which the library competes in a national market.
(b) Salary schedules should provide for regular increases. Where practicable, there should be provision for special salary increases for superior performance.

Staffing Requirements:

(a) The number of staff members should be sufficient to perform the duties involved in selecting organizing, and interpreting materials, and to provide consistently efficient service at all hours when the library is open to the public. In general, one staff member (full-time or equivalent) should be the minimum provision for each 2,000 people in the service area. In calculating staff requirements under this standard, pages should be included but not maintenance personnel. If the ratio of staff to population fails to meet this standard, the whole plan of service provided, including hours open, staff on duty, and coverage of the service districts, should be carefully scrutinized for adequacy.

(b) Generally, the professional (requiring the training acquired by graduation from a library school accredited by the American Library Association) and library assistant (requiring a broad general education strengthened by courses in librarianship, in-service training, and/or well supervised library experience) staff in a library system should be approximately one-third of total personnel. Supporting staff, including clerical staff, clerical supervisors, and other non-librarian staff (excluding maintenance staff) should be approximately two-thirds. Changes in operational procedures brought about by automation or contractual arrangements may change this ratio.

(c) Staff on a bookmobile should include at least two persons: a librarian or library assistant, and a driver-clerk. Federation specialists in reference, children's services, etc., should work closely with the bookmobile staff in the interest of its patrons.

(d) In each library federation, there should be at least one professional staff member with special competence for, and experience in each of the following aspects of library service:

(1) Administration
(2) Organization and control of materials
(3) Selection, information, and advisory service for adults
(4) Selection, information, and advisory service for young adults
(5) Selection, information, and advisory service for children
(6) Extension services, including services to those persons in need of special types of services, such as inmates in correctional institutions, the homebound, the culturally disadvantaged, and the blind and handicapped, and those living at a distance from library agencies.

A library federation may need more than one specialist in several of these fields, and may also require subject specialists.

In-Service training and professional guidance:

(a) the larger library should provide a program of routine and specialized in-service training for its staff, and should provide opportunities for its staff members to participate in training program offered by local, regional, state and national organizations and agencies. The smaller library should provide opportunities for its staff to participate in training offered by such agencies.

(b) All libraries should encourage staff to belong to, and participate in activities of professional library organizations.

(c) The headquarters library in a federation should provide regular training opportunities for all library staff members in the federation area.

(d) All Montana public libraries should utilize the professional assistance and guidance available from the Montana State Library.

State Agency Comment: A voluntary certification plan remains on the books, though it has not been used for some years. It needs the attention of the State Library and the Montana Library Association.

NEBRASKA

No certification law or plan.

NEVADA

No certification law or plan in effect for public libraries.

State Agency Comment: Previously the Nevada Library Association promoted and carried out a voluntary program of certification. There are no immediate plans to re-establish this program.

NEW HAMPSHIRE — Voluntary Plan - All Libraries

The voluntary plan of certification is undergoing revision.

NEW JERSEY — Mandatory Law - Professional Positions in Public Librar

Mandatory law in effect for professional positions in libraries supported in whole or in part by public funds, serving communities or groups of communities of 10,000 or over. New Jersey Public Laws of 1956, chapter 152 and New Jersey State Board of Education. Rules Concerning Professional Librarians' Certificate, June 26, 1975.

Certificating Agency: State Board of Examiners, Department of Education.

Requirements: A master's degree in library or information science in an approved library program.

Validity: Certificates are valid for professional positions, and certify that the holder possesses the minimum professional qualifications. Additional qualifications beyond the minimum represented by the certificates may be required by employing libraries for professional positions above the entrance level.

NEW MEXICO Mandatory Law - Chief Librarians

Mandatory law in effect for chief librarians of any library supported in whole or in part by public funds or of any state agency or state supported institution except public school or county law libraries. New Mexico Statutes annotated, 1978, sections 18-2-8 through 18-2-18.

Certificating Agency: State Librarian

Grades of Certificates Issued:

Permanent Professional Librarian's Certificate

Validity: Required minimum grade of certificate for head librarians in libraries supported by public funds and serving a population in excess of 5,000 as shown by the last federal decennial census; or of any state agency or state supported institution.

Requirements:

Graduation from a library school accredited by the American Library Association.

Grade I Certificate

Validity: Required minimum grade of certificate for head librarians in libraries supported by public funds and serving a population of 3,000 - 10,000 as shown by the last federal decennial census.

Requirements:

Completion of a minimum of 2 years of undergraduate work plus a minimum of 9 semester hours of library science courses in an institution accredited by its state department of education or a regional accrediting agency; and a demonstrated ability to perform the duties of a grade I librarian ably and efficiently; or a demonstrated ability to perform the duties of a grade I librarian ably and efficiently; and successful passing of the examination given by the State Librarian for a grade I certificate.

Grade II Certificate

Validity: Required minimum grade of certificate for head librarians of libraries supported by public funds and serving a population of from 10,001 - 15,000, as shown by the last federal decennial census.

Requirements:

Graduation from a college or university accredited by its state department of education or a regional accrediting agency with a major in library science, or completion of a minimum of 21 semester hours of library science courses beyond the requirements of a grade I certificate: or

A demonstrated ability to perform the duties of a grade II librarian ably and efficiently, and successful passing of the examination given by the State Librarian for a Grade II certificate.

Temporary Certificate:

The State Librarian issues a temporary certificate without examination to an applicant who is unqualifeid for any other type of librarian certification when the State Librarian receives written recommendation for the issuance of a temporary certificate for the applicant from the library board or governing body concerned, stating that no qualified applicant is available for the position. The temporary certificate is issued for all grades and are valid for one (1) year only, but may be renewed or extended for one year periods upon written recommendation from the library board or governing body concerned, stating that no qualified applicant is available for the position.

Certification Procedures:

A. A remittance of $5.00 shall accompany the application for a certificate issued without examination. A certified copy of the applicant's transcript of credit showing satisfactory completion of work for the degree shall also accompany the application.

B. A fee of $10.00 shall accompany the application for a certificate issued by examination.

C. In the case of applicants for Grade I and Grade II librarian's certificates, a certified copy of the applicant's transcript of credit showing satisfactory completion of the work for the degree, and the semester hours of academic courses and library science courses shall accompany the application.

D. The application for a temporary certificate and any renewal thereof shall be accompanied by a remittance of $5.00.

Test Coverage:

The examinations are written. They are given in two parts: Grade I is a four-hour examination and is given in the morning; Grade II is an eight hour examination and is given in two parts: the first part is given in the morning and the second part is given in the afternoon. Knowledge in the fields of cataloging, reference, administration, public library standards, literature, and book selection are examined. A suggested bibliography for use as a study guide is provided each applicant. It is the applicant's responsibility to secure the study materials.

The certification examination is given in March and August of each year, the exact date to be set by the State Librarian. The passing grade on the examination is 70. Any applicant aggrieved in failing the examination may appeal to the State Librarian within thirty (30) days for review.

Applicants failing to make the passing grade may take the examinations when next given. No applicant may take the examination more than three (3) times. The $10.00 fee must be paid each time an application is submitted for the examination.

The application shall be addressed to the State Librarian, New Mexico State Library, P. O. Box 1629, Santa Fe, New Mexico 87503. The certificate shall be issued to the applicant within ninety days after the application is filed in the case of those qualifying without examination; or the applicant shall be advised within that period that the application has been denied or why it has yet been issued. All applications to take the librarian's certification examinations shall be filed with the State Librarian not less than thirty (30) days prior to the date for the next examination.

No public funds shall be paid to any library failing to comply with the required provisions of the certification laws.

NEW YORK — Mandatory Law - Professional Positions in Public and Free Association Libraries

Mandatory law in effect for professional positions in registered public and free association libraries serving a population of 5,000 or over. Libraries must comply in order to receive state aid funds and/or local tax levies. New York Education law, Section 254.

Certificating Regulation. Approved by the Regents September 15, 1950 and amended September 26, 1952; April 24, 1953; May 21, 1954; February 24, 1956; January 25, 1957; April 25, 1958; June 26, 1959; December 18, 1959; and May 27, 1965; renumbered December 15, 1966; amended March 21, 1975; April 25, 1975; April 29, 1976 and July 1, 1976.

Certificating Agency: The Bureau of Specialists Library Services, under the authority of the Commissioner of Education issues certificates under regulations of the State Education Department approved by the Board of Regents of the University of the State of New York.

Types of Certificates Issued:

Professional Certificates

a. Education-Graduate library degree from a library school located within New York State which is registered by the State Education Department, or from a library school which is accredited by the American Library Association; or

b. Education and Experience - Four full years of study in an approved college of university culminating in a bachelor's degree or its equivalent as determined by the commissioner; and
have completed one full year's education in an approved library school culminating in an appropriate degree or credential, or equivalent education; and
at least 3 years prior experience in the practice of professional librarianship in a position or positions which, in the judgment of the committee, involve the supervision of library personnel or considerable administrative responsibility requiring independent judgment and decision at the highest level or a high degree of specialization and professional expertise; or

c. Prior New York State Status and Examination - Holding of a public librarian's provisional certificate in full force and effect in New York State on January 1, 1977, or employment on January 1, 1977 under excuse of default, granted by the commissioner to a library board and completion of equivalent education, within 6 years, as specified under those excuses; and passing of the required examination prior to December, 1982 or

d. Exchange of Certificates - Holders of the (1) librarian's graduate library school life certificate, and (2) librarian's professional life certificate (these were issued under earlier regulations prior to 1951) shall receive the public librarian's professional certificate upon application.

Notes:

1. A registered public or free association library which is a member of a public library system and
   a. serves a population of 2,500 to 4,999 shall employ as director a person who has completed not less than two academic years of full-time study in an approved college or university, or the equivalent as determined by the Commissioner.
   b. serves a population of 5,000 to 7,499 shall employ as director a person who holds a bachelor's degree granted by an approved college or university upon the completion of four academic years of full-time study, or its equivalent as determined by the Commissioner.
   c. serves a population of 7,500 or more shall employ as director and in all other professional librarian positions only persons who hold the public librarian's professional or provisional certificate or a certificate of qualification.

2. A registered public or free association library which is not a member of a public library system and
   a. serves a population of 2,500 to 4,999 shall employ as director a person who holds a bachelor's degree granted by an approved college or university upon completion of four academic years of full-time study, or its equivalent as determined by the Commissioner.
   b. serves a population of 5,000 or more shall employ as director and in all other professional librarian positions only persons who hold the public librarian's professional or provisional certificate or a certificate of qualification.

3. If a registered public or free association library which employs at least the equivalent of twenty-five full-time persons who hold the public librarian's professional or provisional certificate or a certificate of qualification shall find it impossible to appoint a holder of such certificate for a professional librarian position other than director, requiring unusual background or education in a specialized subject field, the library board must submit to the Commissioner a statement of the facts involved and request that the position be exempt from the provisions of subdivision (a) of this section. The Commissioner, in his discretion, may grant an exemption for such appointment.

4. The Commissioner of Education may in his discretion excuse the default of a library board in employing a staff member not meeting the requirements above and legalize the time so served.

5. The examination for public librarian's professional certification shall be held at least once each year. Applications showing that the applicant has completed the required education shall be filed with the department not less than 15 days before the examination. A candidate who fails the examination shall be eligible for reexamination at any other subsequent examination.

NORTH CAROLINA — Mandatory Law - Establishment of Certification Commission for Public Librarians

There is hereby created the Public Librarian Certification Commission of the Department of Cultural Resources with the power and duty to adopt rules and regulations to be followed in the certification of public librarians (143B-67, General Statutes of North Carolina). Employment of a properly certified librarian as director is required for library to qualify for state aid; personnel grants are made for certain other full-time positions when filled with the persons who have a valid North Carolina Public Librarian Certificate. (Rules and Regulations for the Allocation of State Aid to Public Libraries, 1976-77).

Certificating Agency: The Public Librarian Certification Commission of the Department of Cultural Resources shall consist of five members as follows: (1) the chairman of the North Carolina Association of Library Trustees, (2) the chairman of the Public Libraries Section of the North Carolina Library Association, (3) an individual named by the Governor upon the nomination of the North Carolina Library Association, (4) the dean of a state or regionally accredited graduate school of librarianship in North Carolina appointed by the Governor, and (5) one member at large appointed by the Governor. (143B-68, General Statutes of North Carolina.)

Requirements: Effective July 1, 1975, the North Carolina Public Librarian Certification Commission will issue public librarian certificates for a period not in excess of six years to: (1) Applicants receiving a graduate degree in Library or Information Science from an ALA accredited school, provided at least one-half of all course work is directly applicable to public librarianship; (2) Applicants receiving a graduate degree in Library or Information Science from a N.C. accredited school of higher education provided at least one-half of all course work is directly applicable to public Librarianship; (3) Applicants receiving a graduate degree in Library or Information Science from an accredited school of higher education, provided at least one-half of all course work is directly applicable to public librarianship, and who have been certified by another state; (4) Applicants receiving a graduate degree in Library or Information Science from an accredited school of higher education, provided at least one-half of all course work is directly applicable to public librarianship, but not certified by any state, who successfully qualify for certification by passing a comprehensive examination on library science.

Renewal of Certificate: Renewal of certification at the end of six years shall be dependent upon attainment of a minimum of at least three additional hours of academic credit in librarianship or a related subject before the expiration date, or at least nine officially recorded Continuing Education Units within the same time limit. (143B-67, G.S. of N.C.)

Certification Procedure: Applicants for certification under these regulations should write to the North Carolina State Library, Room 208, 109 E. Jones Street, Raleigh, N.C. 27611.

NORTH DAKOTA — Mandatory Law (Inactive) — All Libraries

The State Librarian shall establish levels of certification for librarians of the state such as will meet the standards recommended by the American Library Association. North Dakota Library Law section 54-24-03 (12).

State Agency Comment: The section has never been implemented by the State Library.

OHIO — Mandatory Law - Heads of County Libraries

Mandatory law in effect for head librarians of county district libraries only - Ohio Revised Code, Section 3375.47 and certification standards for county district librarians adopted March 13, 1948, and amended September 25, 1970.

Certificating Agency: Five member State Board of Library Examiners--three ex-officio (librarians of the two public libraries of largest circulation in the State and the State Librarian); and two persons appointed by the State Library Board.

Types of Certificates Issued:

Permanent Life Certificate

Graduation from an American Library Association accredited library school and five years of successful administrative professional experience in a public library.

Provisional Life Certificate

Graduation from an accredited library school. A Provisional Life Certificate expires at the end of five years. If five years professional work is not completed within the five year period, the certificate may be renewed upon the approval of the Board.

Temporary Certificate

Evidence of two or more years of satisfactory library experience on a professional or subprofessional level; and not less than twelve hours training in library science in an accredited library school or accredited college; and not less than three character and professional references. The Temporary Certificate is issued for three years and may be renewed by the Board as long as there is a satisfactory professional performance and evidence of professional growth. The certificate is issued for a specific position in a specified library and may not be used elsewhere.

OKLAHOMA

No certification law.

Personnel Standards: There is a requirement in the Oklahoma Library Code, adopted in 1965, that the librarian of a multi-county library system "shall be a graduate of a library school accredited by the American Library Association." The statutes make the same requirement for the head librarian of a city-county library.

State Agency Comment: There is no stipulation that credentials shall be filed with any certifying body. In the case of the multi-county systems which are under the Library Code, the Department of Libraries is authorized to accredit these library systems and administer State aid on the basis of standards of accreditation.

OREGON

No certification law or plan.

PENNSYLVANIA Mandatory Law

Mandatory law in effect for head librarians of libraries participating in the state aid program.
Pennsylvania Library Code of 1961.

Certificating Agency: The Pennsylvania State Library

Grades of Certificates Issued:

Professional Librarian

a. College degree, plus a fifth year degree in library science from an institution approved by the appropriate Pennsylvania state agency or accredited by the ALA; or
b. the successful passing of an examination given under the auspices of the State Librarian demonstrating knowledge and experience equivalent to the academic requirements specified above; or
c. anyone serving as director of a public library in Pennsylvania as of June 14, 1961, having a service population of over 20,000 persons; or
d. who were employed in Pennsylvania public libraries on June 14, 1961, in positions which were classified by their employers as requiring a professional librarian; or
e. who are certified as professional librarians or the equivalent by another state or country, and who satisfy the State Librarian that they have equivalent qualifications to those required of other applicants.

Provisional Librarian

a. With at least a Bachelor's degree from a four-year college or university approved by the appropriate Pennsylvania state agency or accredited by the Middle States Association of Colleges and Secondary Schools, or equivalent accrediting agency, who have completed at least twelve credit hours of courses in library science at institutions approved by the appropriate Pennsylvania state agency or accredited by the American Library Association; or
b. who successfully pass an examination given under the auspices of the State Librarian demonstrating knowledge and experience equivalent to the academic requirements of specification a above; or
c. who, on June 14, 1961, were employed as head librarians in Pennsylvania public libraries, the individual service areas of which contain from 10,000 to 19,999 people; or

d. who were employed in Pennsylvania public libraries on June 14, 1961, in positions which were classified by their employers as requiring a provisional librarian; or

e. who are certified as provisional librarians or the equivalent by another state or country, and who satisfy the State Librarian that they have equivalent qualifications to those required of other applicants.

Library Assistant

a. 2 years of college, plus 9 credit hours of courses in library science at an institution approved by the appropriate Pennsylvania state agency or accredited by the ALA; or

b. 2 years of college, plus certificate from five State Library sponsored in-service training courses may be submitted for the nine credit hours; or

c. the successful passing of an examination given under the auspices of the State Librarian demonstrating knowledge and experience equivalent to the academic requirements specified above; or

d. anyone serving as director of a public library in Pennsylvania as of June 14, 1961, having a service population of 9,999 or less; or

e. who were employed in Pennsylvania public libraries on June 14, 1961, in positions which were classified by their employers as requiring a library assistant; or

f. who are certified as library assistants or the equivalent by another state or country, and who satisfy the State Librarian that they have equivalent qualifications to those required of other applicants.

Reciprocity: Upon application to the State Library, persons holding equivalent certification from other states and countries which have entered into reciprocal agreements with the State Librarian to give full faith and credit to Pennsylvania certificates, may be certified as professional librarians, or library assistants without having to pass a written examination.

RHODE ISLAND

No certification law or plan.

State Agency Comment: Rather than implementing a certification law or plan, per se, the Department of State Library Services has been implementing Standards for Public Libraries since 1965, which include the requirement for professional librarians and/or certain staff for the various classes of libraries.

The Director of the Department does have the authority to adopt rules and regulations for the certification of library positions and/or personnel. These have not been implemented.

SOUTH CAROLINA Mandatory Law - Public Libraries

Under the South Carolina Certification Program for Public Librarians each public library serving a population of 10,000 or more must employ in professional positions only librarians and assistants holding certificates.

Code of Laws of South Carolina 1962, Vol. 9 Chapter 5 State Public Library Association.

Certificating Agency: South Carolina State Library

Grades of Certificates Issued:

Professional Certificate
Graduation from a college or university approved by an agency of more than state-wide standing; graduation from a library school accredited by the ALA; 3 years recent experience in a professional position in a public library or a library meeting equivalent standards as determined by the South Carolina State Library.

Provisional Professional Certificate
Issued to individuals lacking the three years experience specified above.

Pre-Professional Certificate
Graduation from a college or university approved by an agency of more than state-wide standing; not less than 18 semester hours in library science. Five years experience and an additional 6 semester hours in academic and/or library science required for permanent certificate.

Provisional Pre-Professional Certificate
Issued to individuals lacking the 18 semester hours required for the pre-professional certificate; valid for three years; renewable by completion of 6 semester hours of library science.

Reciprocity: A librarians' certificate duly issued by the State authority in a State meeting South Carolina State Library Board's standards and currently in full force and effect shall be endorsed provided the holder of such certificate shall have had not less than three years of professional library experience one of which has been within the past three years prior to request or that applicant can submit evidence of the satisfactory completion of a refresher course.

SOUTH DAKOTA Voluntary Plan - All Libraries

Certificates are issued on request to librarians, who are members of the South Dakota Library Association and who meet the requirements.
Certification Plan for Librarians of the State of South Dakota, as adopted by the South Dakota Library Association on October 15, 1937 and revised in 1938, 1942, 1947, 1966, and 1978. All public libraries, in order to participate in the library program under the Library Services and Construction Act, are required to meet the minimum standards for service, including standards for personnel in the State of South Dakota.

Certificating Agency: Certification and Accreditation Committee of the South Dakota Library Association.

Grades of Certificates Issued:

Grade I Certificate
Master's degree in librarianship from an accredited library school with at least 2 years of library experience after graduation from such library school.

Grade II Certificate
Master's degree in librarianship from an accredited library school.

Grade III Certificate
A. Bachelor's degree with a major (30 hours) in librarianship.
B. Bachelor's degree with 18 hours in librarianship or equivalent CEU'S and 4 years of library experience.
C. Bachelor's degree with 12 hours in librarianship or equivalent CEU'S and 6 years of library experience.

Grade IV Certificate
A. Bachelor's degree with 6 hours in librarianship or equivalent CEU's.
B. Bachelor's degree with two years of library experience.
C. Two years of college with 6 hours in librarianship or equivalent CEU'S and two years of library experience.

Grade V Certificate
A. Two years of college with 6 hours in librarianship or equivalent CEU'S.
B. Two years of college with two years of library experience.
C. High school diploma or GED with 6 hours in librarianship or equivalent CEU'S and 2 years of library experience.

Grade VI Certificate

A. High school diploma or GED with 6 hours in librarianship or equivalent CEU'S.
B. High school diploma or GED with 3 hours in librarianship or equivalent CEU'S with 1 year of library experience.
C. High school diploma or GED with 2 years of library experience.

(Library school courses offered for credit for Grades I, II, III, IV, V, or VI must be in universities or colleges whose courses in Library Science are recognized by ALA, or North Central accrediting agencies.)

Personnel Standards for Libraries:

The Board of Certification shall place on the accredited list of libraries for the State of South Dakota only those meeting the following standards:

Class A - Libraries serving over 25,000.
Two full-time librarians, one with a Grade I Certificate and the other with a Grade II or better.

Class B - Libraries serving 15,000 to 25,000.
Two full-time librarians with a Grade II Certificate or better.

Class C - Libraries serving 10,000 to 15,000.
Two full-time librarians, one with a Grade II Certificate or better and one with a Grade III Certificate or better.

Class D - Libraries serving 5,000 to 10,000.
One full-time librarian with a Grade IV Certificate or better.

Class E - Libraries serving 2,500 to 5,000.
One full-time librarian with a Grade V Certificate or better.

Class F - Libraries serving 2,500 or less.
One full-time librarian with a Grade VI Certificate or better.

Certification Procedure:

Certificates will be issued only to those who are paid-up members of S.D.L.A.
A certificate may be renewed by taking a 2-hour course in librarianship or 4 CEU'S or on completion of the requirements for a higher grade certificate, and attendance of at least one SDLA annual convention since the date of issue of the certificate presently held.

Reciprocity: The Board of Certification shall have the power to accept certificates issued by certification boards or similar boards in other states in lieu of the above qualifications and issue to their holders certificates of corresponding grades.

TENNESSEE — Mandatory Law (Inactive) - Public and State-Supported Agency Libraries

Mandatory law in effect for all professional positions in public libraries and in libraries of any state-supported agency. Tennessee Code, Title 10,S. 201-208, V.1, p. 780-781.

Certificating Agency: State Board of Education

Requirements: The certification act, enacted in 1937, vests authority in the State Board of Education to establish requirements.

State Agency Comment: As of 1972 there has been no attempt to implement the certification law with respect to librarians of public libraries.

There is no certification plan for academic librarians.

TEXAS Mandatory Law - Heads of County Libraries

Mandatory law in effect for head librarians of county libraries only. Acts 2nd C.S. 1919, p. 219; Acts 1935, 44th Leg., p. 115, Ch. 41, Sec. 1. Texas Board of Library Examiners, Statement of Requirements for Professional County Librarian Certificate.

Certificating Agency: State Board of Library Examiners Consisting of the State Librarian, who is ex-officio chairman of the Board, the Librarian of the State University, ex-officio member; and three other well trained librarians of the State who shall at first be selected by the State Librarian and the Librarian of the State University.

Grades of Certificates Issued:

Grade I Certificate (Permanent)
Graduation from a library school program accredited by the American Library Association and 4 years of post graduate experience in a public library.

Grade II (Valid for four calendar years)
Graduation from a library school program accredited by the American Library Association; or
Graduation from an accredited college or university with a major in library science and 2 years successful library experience. Renewable with attendance at a minimum of two library-related workshops or professional meetings (i.e., TLA, SWLA, ALA, etc.) and two system meetings during the period of certification.

Grade III Certificate (Valid for 2 calendar years)
Graduation from an accredited college or university and attendance at a minimum of one library-related workshop or professional meeting (i.e., TLA, SWLA, ALA, etc.) and one system meeting. Renewable with continued attendance at meetings on the same basis.

Grade IV Certificate (valid for one calendar year)
Graduation from high school (or GED) and successful completion of 30 semester hours in an accredited college or university; or
Graduation from high school (or GED) and six years library experience within the past ten years; or
Graduation from high school (or GED) and three years library experience and attendance at four library-related workshops or professional meetings within the past five years. Renewable annually with attendance at a minimum of one library-related workshop or professional meeting (i.e., TLA, SWLA, ALA, etc.) and one system meeting each year.

UTAH Voluntary Law - Public Libraries

The Utah General Certification Law allows the State Library Commission to adopt and formulate certification rules and regulations on a voluntary basis for librarians in the state. At the present time the State Library Commission is developing certification for public libraries in the state, but has not at this time adopted certification regulations.

VERMONT Voluntary Plan - Public Librarians

Voluntary plan for public librarians who do not have a library school degree. The State Department of Libraries issues certificates upon completion of required number of institutes and workshops.

Certificating Agency: Certification Board of the Department of Libraries. The Board consists of the State Librarian, the Director of Extension Division, and the President of the Vermont Library Association. If the President of the VLA is a staff member of the Department of Libraries, he must appoint a representative so that there will always be a non-DOL staff member on the Board.

Requirements: 150 classroom hours of institutes and workshops taught by Department of Library staff members. Credit may also be given for workshops and courses taken outside the Department of Libraries. In the case of mutiple day workshops, it is felt that credits should be weighted according to the continuity of attendance. For example:

Three Day Workshops		Five Day Workshops	
Days in Attendance	Credits	Days in Attendance	Credits
1	0	1	0
2	10	2	5
3	15	3	10
		4	20
		5	25

Persons seeking certification must include four basic subjects among the courses taken. The basics include cataloging, reference, administration (management), and selection of materials (collection development). Other topics could include children's literature and services, audio-visual materials and techniques, publicity and displays, use of volunteers, how to write grant applications, etc. Credit will not be given twice for the same course, even if it is taken several years apart. The Department of Libraries gives 2 certification credits for each materials review session attended, up to a maximum of 25 credits.

Attendance records for workshops and courses are kept on file with the Department of Libraries Extension Division in Montpelier. It is the responsibility of the individual to notify the Department of Libraries Extension Division upon satisfactory completion of any pertinent courses or workshops not sponsored by the Department. Documentation should be provided, such as grade report, transcript, or letter from the instructor. The maximum number of credits allowed for each academic course completed is 30. Meetings, such as section meetings of the Vermont Library Association, which are skill-oriented and presented in a workshop - like format, may also be granted a

maximum of two credits per meeting. Clearance for such credit must be obtained in advance from the Certification Board and proper documentation of attendance supplied. Credit may also be given for the completion of educational television or other home study courses subject to approval of the Certification Board. The Certification Board will determine how many credits an individual will receive for home study and other non-Department of Libraries courses.

Up to 10 hours of credit may be granted for completion of an internship program including practical on-the-job experience in a particular area of public library work. This would require the consent and cooperation of another librarian to supervise the project and would have to be worked out in advance with the Chairman of the Certification Board.

At present there are no agreements whereby other states will accept Vermont's certification, or, in turn, whereby Vermont would accept the certification program of other states.

VIRGINIA Mandatory Law - Public and Institutional Libraries

Mandatory law in effect for full-time professional positions in public libraries serving over 5,000 population and in libraries operated by the State or under its authority, including libraries of institutions of higher learning. Exceptions are made for law and school libraries. No public funds are to be paid to any library which fails to comply with the law. Code of Virginia 1950, as revised, S54-271.

Certificating Agency: State Board for Licensing of Librarians consisting of two librarians appointed by the Governor and the State Librarian, who serves as Secretary. The two librarian members may be appointed from a list of nominees submitted by the Executive Committee of the Virginia Library Association, but the Governor is not bound to consider only these nominees.

Requirements: The Board grants a professional license without examination to graduates of library school programs accredited by the ALA, and to others when it has satisfied itself by examination or evaluation of credentials that the applicant has attainments and abilities equivalent to those of a library school graduate and is qualified to perform library work ably and efficiently. The Board may grant, in general emergency conditions. temporary or provisional licenses to applicants who have not met these requirements.

WASHINGTON Mandatory Law - Public and Publicly Supported Libraries

Mandatory law in effect for full-time professional positions in public libraries serving a population of over 4,000 and in every library operated by the State or under its authority, including libraries of institutions of higher learning. Exempted are the State Law Library and county law libraries. Library Laws of the State of Washington, issued by the Washington State Library, Olympia, 1976, pp. 38-40.

Certificating Agency: State Board for the Certification of Librarians, consisting of the State Librarian, the Executive officer of the department of librarianship of the University of Washington and one other member appointed by the Governor for a term of 3 years from a list of 3 persons nominated by the Executive Committee of the Washington Library Association.

Requirements: Certificates are issued without examination to applicants who are graduates of library schools accredited by the ALA and to others when the Board is satisfied by examination that the applicant has attainments and abilities equivalent to those of a library school graduate and are qualified to carry on library work ably and efficiently.
Any person not a graduate of a library school program accredited by the ALA, but who has served as a librarian or a full-time professional assistant in any library in this state for at least one (1) year or the equivalent thereof prior to midnight, June 12, 1935, shall be granted a librarian's certificate without examination, but such certificate shall be good only for the position specified therein, unless specifically extended by the Board.

WEST VIRGINIA

No certification law or plan.

WISCONSIN Mandatory Law - Public Libraries

Mandatory law in effect for public librarians.

Certificating Agency: The Division of Library Services, Wisconsin Dept. of Public Instruction.
Wisconsin Statutes, Sections 43.09 and 115.28(7). Wisconsin Department of Public Instruction Rules PI 6.03.

Administrators employed by a public library system, county library system, or any municipal public library except in a city of the first class supported in whole or in part by public funds, shall hold certification as described in this section. The certification level for other individuals or the library staff may be determined by each individual library board. Applications for librarian certificates under this section shall be made in writing to the division.

Grades of Certificates Issued:

Grade I Certificate

Validity: Required minimum grade of certificate for directors of public library systems and head librarians of libraries serving a population greater than 8,000.

Requirements:
Bachelor's degree from a college or university approved by an accrediting association of more than statewide standing and a fifth year degree from a library school accredited by the American Library Association. An applicant holding a fifth year degree from an unaccredited library school program may be granted a Grade I certificate if the division is satisfied that the program leading to that degree is substantially equivalent and the applicant's professional experience is demonstrative of the ability to provide professional library service.

Grade II Certificate

Validity: Required minimum grade of certificate for head librarians of libraries serving a population of 4,000 to 7,999.

Requirements:
Bachelor's degree from a college or university approved by an accrediting association of more than statewide standing, including or supplemented by successfully completed courses in public library administration, selection of all types of materials, organization of library materials, and reference and information services.

Grade III Certificate

Validity: Required minimum grade of certificate for head librarians of libraries serving a population of 2,000 to 3,999.

Requirements:

Having successfully completed two years of study in a college or technical institution with courses in liberal arts and science or equivalent and the University of Wisconsin Extension Directed Home-Study Course: Library Management for Public Librarians or equivalent course work approved by the division.

Grade IV Certificate

Validity: Certificate issued to head librarians of libraries serving a population of less than 2,000.

Requirements:

High school diploma or equivalent and the University of Wisconsin Extension Directed Home-Study Course: Basic Library Management for Public Librarians or equivalent course work approved by the division.

All certificates shall be granted for five-year periods. Certificates granted under previous rules shall continue to be valid. Certificates may be renewed upon evidence which satisfies the division that the holder has participated in continuing education in librarianship which is either directly related to the position held or will permit advancement in the profession. In system areas the applicable public library system, and in non-system areas the municipal library shall assist in determination of requirements for continuing education and validate records submitted evidencing a renewal applicant's participation in continuing education.

If the division finds that a library board subject to this section is unable to secure a librarian who holds the requisite certification, the division may grant a permit to employ a person without the required certification for a period not exceeding one year and such permit, in case of emergency, may be renewed for a period of one year upon a showing that the individual employed under that permit has made substantial progress toward compliance with the educational prerequisites for the applicable grade of certification.

WYOMING

No certification law or plan.